



## District of Columbia Dept. of Housing and Community Development Rental Accommodations Division (RAD)

1800 Martin Luther King Jr. Avenue SE, 2<sup>nd</sup> Floor Washington, DC 20020 (202) 442-9505

RAD Form 1 (rev 2/12)

## **RAD Registration / Claim of Exemption Form**

Complete Parts 1 thru 7 if the Housing Accommodation is subject to rent control. If the Housing Accommodation is **exempt**, skip Parts 5, 6 and 7. This registration is filed under provisions of D.C. OFFICIAL CODE §§ 42-3501 et seq. (Supp. 2008). **PRESENT PROOF OF OWNERSHIP OF HOUSING ACCOMMODATION WHEN FILING THIS FORM.** 

RAD Use Only									
Certificate of Occupancy Number (if required)				Basic Business License Number			Registration/Exemption Number		
Intake Representative			Fee F	Per Rental Unit	Total Registration Fee		tion Fee	Proof of Ownership Presented	
Part 1 – Ad	dress Of	The Housing Ac	com	modation You A	re Re	egisteri	ng		
Street Address of Housing Accommodation You Are Registering (No P.O.					Box)			Quadrant	
Unit	City Washington				State DC			Zip Code	
Square	Suffix (if any)							Ward	
Part 2 – Pro	perty Ov	wner's Business	Info	mation					
Owner of Property (Different than the Property Address)					Trade Name of Business, if any				
Street Address of Owner (No P.O. Box)								Quadrant	
Unit	City			State			Zip Code		
Business Telep	ohone	Business Facsimile		Home Telephone		Email A	ddress		
Business Type (if applicable) (check box):   Partnership  Corporation  Name & Title of all Partners and/or Officers of Owner  Sole proprietorship  Other:									
D.C. Registered Agent of Owner (if applicable)					Trade Name of Business, if any				
Street Address of Registered Agent (No P.O. Box)						Quadrant			
Unit	City							Zip Code	
Work Telephone Work Facsimile				Home Telephone	Telephone Email Add		ddress	ess	
Property Management Company of Owner (if applicable)					Trade Name of Business, if any				

Str	Street Address of Property Management Company (No P.O. Box)									
Un	it		City				State		Zip Code	
Wo	ork T	elephor	ne	Work Facsi	mile	Home Telephone		Email Address	1	
Pa	Part 3 – Property Profile									
	□ Multi-Family □ 2-Unit Flat □ Single Family □ Condominium □ Cooperative □ Rooming House □ Boarding House □ Basement Unit □ English Basement □ Au-Pair Suite □ Other:									
						ACCOMMODATIO	N:			
Tot	al Ef	ficiencie	es	Tota	Total 1-Bedroom Units			Total 2-Bedroom U	Inits	
Tot	al 3-	Bedrooi	m Units	Tota	Total 4-Bedroom Units			Total 5+ Bedroom Units		
Pa	art 4	– Cla	im of Ex	emption						
If 1	you 985,	claim a	any Rental ended (D.C	Unit or Housi . OFFICIAL (	ng Accommod CODE § 42-35	ation is exempt from 02.05 (Supp. 2008).	rent co Check	ntrol under §205 of the the reason(s) for your	e Rental Housing Act of claim below.	
	<ul> <li>A. Unit(s) in any federally or District owned housing accommodation or in any housing accommodation with respect to which the mortgage or rent is federally or District- subsidized except units subsidized under subchapter III D.C. OFFICIAL CODE § 42-3502.05 (a)(1) (Supp. 2008)).</li> </ul>									
	B. Any rental unit in any newly constructed housing accommodation for which the building permit was issued after December 31, 1975, or any newly created rental unit, added to an existing structure or housing accommodation and covered by a certificate of occupancy for housing use issued after January 1, 1980, provided, however, that this exemption shall not apply to any housing accommodation the construction of which required the demolition of an housing accommodation subject to this chapter, unless the number of newly constructed rental units exceeds the number of demolished rental units (D.C. OFFICIAL CODE § 42-3502.05(a)(2) (Supp. 2008)).									
	C. Four (4) or fewer Rental Units in the same Housing Accommodation, or an aggregate of four (4) Rental Units in more than one (1) structure in the District of Columbia, so long as the Housing Accommodation is owned by four (4) or fewer natural persons. (D.C. OFFICIAL CODE § 42-3502.05(a)(3) (Supp. 2008)).									
	D.	accom housin	Iding that has been continuously vacant and not subject to rental agreements since January 1, 1985, and any housing ommodation previously exempt under 206(a)(4) of the Rental Housing Act of 1980, provided that upon re-rental the sing accommodation is in substantial compliance with the housing regulations when offered for rent(D.C. OFFICIAL DE § 42-3502.05(a)(4) (Supp. 2008)).							
	E.	Building that has been previously exempt under § 206(a)(4) of the Rental Housing Act of 1980 (D.C. OFFICIAL CODE § 42-3502.05(a)(4) (Supp. 2008)).								
	F. Rental unit(s) within a building owned by a cooperative association, whose proprietary lease(s) is/are owned by no more than four (4) members of the cooperative association, and whose owners(s) have a direct or indirect interest in no more than a total of four (4) Rental Units in the District of Columbia (D.C. OFFICIAL CODE § 42-3502.05(a)(5) (Supp. 2008)).									
	□ G. Building with a Building Improvement Plan under the Apartment Improvement or other DHCD multi-family assistance program. (D.C. OFFICIAL CODE § 42-3502.05(a)(7) (Supp. 2008)).									
(4 L	List each Housing Provider of four (4) or fewer Rental Units in the same Housing Accommodation, or of an aggregate of four (4) Rental Units in more than one (1) structure in the District of Columbia with a direct or indirect interest in any other Rental Unit in the District of Columbia, if you are claiming an exemption under § 205(a)(3) (D.C. OFFICIAL CODE § 42-3502.05(a)(3) (Supp. 2008)). ATTACH ADDITIONAL PAGES, IF NEEDED.									
	Nar	ne			Address		Те	lephone Number	Email Address	

List below any Rental Unit in the District of Columbia in which any of the shareholders or members of the cooperative association with an ownership interest in proprietary lease of the Rental Unit that is the subject of this registration, has a direct or indirect interest, if you are claiming an exemption under § 205(a)(5) (D.C. OFFICIAL CODE § 42-3502.05(a)(5) (Supp. 2008)). ATTACH ADDITIONAL PAGES, IF NEEDED.

NOTE: NO MORE THAN FOUR (4) NATURAL PERSONS, WHO ARE SHAREHOLDERS OR MEMBERS OF A COOPERATIVE ASSOCIATION, MAY OWN THE PROPRIETARY LEAS E OR OCCUPANCY AGREEMENT FOR EACH UNIT, RESPECTIVELY, WHICH IS THE SUBJECT OF THIS CLAIM FOR EXEMPTION.

Name		Property Address	Number	Number of Rental Units		
Part 5 – Cu	rrent Related a	and Optional Services & Faciliti	es as Part of Rent or R	lental Agreement		
Appliances		Included Services & Facilities	Optional Services	Optional Services & Facilities (separate fee)		
Appliances  Cooking range Dishwasher Dryer in unit Dryer - coin operated Garbage disposal Microwave Oven Refrigerator Washer in unit Washer - coin operated Other: Utilities  Natural Gas Electricity Water & sewer Other:		□ Air conditioning — central □ Air conditioning — window □ Cable □ Community room □ Doorman □ Elevator □ Fitness Room □ Front desk □ Heat — central □ Heat — radiator □ Intercom □ Intercom □ Internet access — Wi Fi □ Internet access — plug-in □ Laundry room □ Lobby assistant □ Maid service □ Parking attendant □ Parking — indoor □ Parking — off street □ Pest extermination □ Repair/maintenance □ Roof top deck □ Sauna □ Secretarial □ Security guards □ Storage room □ Swimming pool □ Other:	□ Air conditioning - □ Cable □ Community room □ Doorman □ Elevator □ Fitness Room □ Front desk □ Heat — central □ Heat — radiator □ Hot water □ Intercom □ Internet access - □ Internet access - □ Laundry room □ Lobby assistant □ Maid service □ Parking attendar □ Parking — indoor □ Parking — off stre □ Pest extermination	Air conditioning – central   Air conditioning – window   Cable   Community room   Doorman   Elevator   Fitness Room   Front desk   Heat – central   Heat – radiator   Hot water   Intercom   Internet access – Wi Fi   Internet access – plug-in   Laundry room   Lobby assistant   Maid service   Parking attendant   Parking – indoor   Parking – off street   Pest extermination   Repair/maintenance   Roof top deck   Sauna   Secretarial   Security guards   Storage room		
Part 6 - Cui	rront Building					
Unit	1	nant's Name (if available)	Rent Charged	Effective Date		
Oilit	10	nance riame (ii available)	Tronc onargou	Enouve Date		

Part 6 – Current Building-Wide Rent Charged and Efffective Dates (continued)							
Unit	Tenant's Name (if available)	Rent Charged	Effective Date				
ATTACH ADD	ITIONAL PAGES, IF NEEDED.						
Part 7 – Ra	te of Return (§ 205(f)(6))						
The rate of return for the Housing Accommodation is							
Part 8 – Certification Of Compliance With Housing Regulations							
I, the owner or agent of this Housing Accommodation, certify that this Housing Accommodation is in substantial compliance with the D.C. Housing Regulations to the best of my knowledge.							
Signature of P	roperty Owner or Agent	Signature Date					
Part 9 – Housing Provider Certification							
I, the owner or agent of this Housing Accommodation, certify that the information that I have given on this form is complete and							
accurate to the best of my knowledge. If I am not the owner, I certify that I have the authority from the owner to make this certification. In signing this form, I understand that filing false statements with the Rental Accommodations Division is subject to a fine of up to \$5,000 under the Rental Housing Act of 1985, as amended, and other D.C. laws.							
	roperty Owner or Agent	Signature [	Date				